

**Department of Permitting and Environmental Review (Permitting)**

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## Damage Repairs

### • FREQUENTLY ASKED QUESTIONS •

*Visit the Permitting Web site at  
[www.kingcounty.gov/permits](http://www.kingcounty.gov/permits)  
for more information*

Permitting Customer  
Information Bulletin #**4**

King County Permitting has created customer information bulletins to inform the general public about the effect of codes and regulations on their projects. These bulletins are not intended to be complete statements of all laws and rules and should not be used as substitutes for them. If conflicts and questions arise, current codes and regulations are final authority. Because the codes and regulations may be revised or amended at any time, consult King County staff to be sure you understand all requirements before beginning work. It is the applicant's responsibility to ensure that the project meets all requirements of applicable codes and regulations.

For alternate formats, call 206-296-6600.

### **What Does a Property Owner Do if a Property Has Been Damaged By a Natural Disaster?**

When a property has been damaged by fire, flood, wind, earthquake, landslide, or accident, the King County Department of Permitting and Environmental Review (Permitting) is committed to helping property owners recover as soon as possible. To accomplish this, our staff will have to assess the damage and, if necessary, issue a Damage Repair Permit. These permits receive our highest priority. In the event of a natural disaster, Permitting will post emergency inspection information on the Permitting Web site at [www.kingcounty.gov/permits](http://www.kingcounty.gov/permits).

Damage repairs should conform to current code requirements to the greatest extent possible. Undamaged portions of existing buildings or structures may not be required to comply with current codes as long as they are determined to be safe and structurally sound by the building official.

### **What is the Procedure To Obtain a Damage Inspection Permit?**

A Damage Assessment Inspection is required before a Damage Repair Permit can be issued. This permit may be applied for at the Permitting Services Center or at a satellite office. See the Permitting Web site at [www.kingcounty.gov/permits](http://www.kingcounty.gov/permits) for satellite office locations and hours of operations, or call 206-296-6600. An appointment is not necessary.

When applying for a Damage Inspection Permit, the following information is required:

- The legal description of the property and parcel number; and
- An Affidavit of Application. Permitting forms are available via the department Web site at [www.kingcounty.gov/permits](http://www.kingcounty.gov/permits) under forms and application materials, or call Permitting Services Center at 206-296-6600.



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King County complies with the Americans with Disabilities Act (ADA). If you require an accommodation to attend a meeting (two weeks' notice) or require this information in Braille, audiocassette, or large print, please call 206-296-6600 or TTY 206-296-7217.

The resulting Damage Inspection Report may be used to determine the type of repair permit that is required. If used, a copy of the report will be given to the applicant and should accompany the application for a Damage Repair Permit.

A damage assessment by a Structural Engineer licensed in the state of Washington may be substituted for the Damage Inspection Permit, if approved by a King County building official. A Damage Repair Permit will still be required, however.

### **Total Loss**

A building that is a total loss does not require a Damage Inspection Permit. However, a Demolition Permit is required in this circumstance for the removal of debris and to secure the site. See Bulletin 3, *Demolition Permits*, for additional information. Any replacement structure will require a new building permit and will be subject to current code requirements. If a property owner proposes to use an existing foundation for a replacement structure, a report of adequacy from a Structural Engineer will be required for review and approval.

### **What Are the Terms of a Damage Repair Permit?**

The Damage Inspection Report may recommend that the Damage Repair Permit be issued subject to field inspection, or it may require a full submittal with plans, which will follow the normal application process. Requirements vary depending on the level of damage.

### **What is a “Subject To Field Inspection” (STFI) Permit?**

A Subject To Field Inspection (STFI) Permit can be issued over the counter without formal plan review for damage repair work that is small or limited in scope. Examples of work that may be eligible for a STFI Permit are replacement-in-kind of damages materials, work that is compliant with code prescriptive requirements and work that is detailed and stamped by a Structural Engineer licensed in the state of Washington. Proposed work for the STFI Permit must be approved on a Damage Inspection Report or STFI Preapproval Form by a General Plans Examination Engineer prior to submitting for a STFI Permit. A Damage Repair STFI Permit may be applied for at the Permitting Services Center or a satellite office without a scheduled appointment.

The following information is required when applying for a Damage Repair STFI Permit:

- Damage Inspection Report or a completed STFI Preapproval Form;
- The legal description of the property and Parcel Number;
- An Affidavit of Application;
- Washington State Contractor’s License Number or Owner’s Affidavit; and
- Three copies of a site plan.

Most forms are available via the Permitting Web site at [www.kingcounty.gov/permits](http://www.kingcounty.gov/permits). Customers may also call the Permitting Services Center Line at 206-296-6600.

### **What Is an Application With Plans?**

Structures that have extensive damage and/or that require repairs which deviate from original construction may require a full plan submittal for application review and approval. This determination will be made in the Damage Inspection Report. Refer to Bulletin 8, *Commercial and Multi-family Building Permits*, for plan submittal requirements for a commercial or multi-family structure. See Bulletin 9, *Obtaining a Residential Building Permit*, for plan submittal requirements for a single-family residence. An appointment is required to apply for a Damage Repair Permit. Call 206-296-6797 to schedule an application appointment.



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Minimum submittal requirements include the following:

- A legal description of the property and Parcel Number;
- An Affidavit of Application;
- A Washington State Contractor's License Number or Owner's Affidavit;
- Two sets of building plans (including additions or changes to the original building);
- Three copies of a site plan;
- A Fire District Receipt; and
- A Current Certificate of Water Availability.

**Note:** A Certificate of Sewer Availability is not required unless customers are changing from a septic system to a sewer system.

### **What Reviews May Be Included In a Damage Repair Permit Application?**

Health Department Review: The Seattle-King County Department of Public Health reviews any repairs to existing structures intended to extend the life of the structure. If the property is served by a septic system, the Health Department may require a system upgrade. Assessment of an existing well and/or septic system may be required after a landslide, earthquake, or other geotechnical failure.

Drainage Review: Drainage Review is required if the property is located within a flood hazard area. See Bulletin 29, *Drainage Review*, and Bulletin 38, *Flood Insurance and FEMA*, for additional information.

Critical Areas Review: The Critical Areas Ordinance provides partial exemption for damage repairs in wetlands, streams, and steep slopes in accordance with Chapter 21A.24.060 of the King County Code (KCC). A Critical Areas Review may be required if the building footprint is changed. This review is required for repair or replacement of buildings damaged by landslide, earthquake, or other geotechnical failures and for any foundation modifications in seismic hazard areas. See Bulletin 21, *Critical Areas Review*.

Shoreline Review: A Shoreline Review is required if the damaged structure is located within shorelines jurisdiction. See Bulletin 10, *Residential Building On or Near Waterfront*, for more information.

Fire Code Review: A Fire Code Review is required if the valuation of the damage to the structure exceeds 50 percent of the assessed value. Fire Code issues are reviewed to current Uniform Fire Code requirements.

### **What Happens With Nonconforming Structures**

#### **Zoning Code**

A damaged structure may be out of conformance with Title 21A of the KCC requirements for provisions such as height limitations, setback requirements, and land use. Chapter 21A.32 of the KCC allows the repair and use of nonconforming structures, provided that the level of nonconformance is not increased. Customers can contact a Zoning Technician at 206-296-6600 if they have any questions about specific nonconforming uses on a property.

#### **What Fees May Be Assessed?**

Fees are subject to change by the King County Council. Refer to Title 27 of the KCC for a list of specific amounts, or call Permitting Services Center at 206-296-6600. The following will be assessed for Damage Repair Permits:

- Damage Inspection Permit;



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- Damage Repair Permit/Subject to Field Inspection;
- Damage Repair Permit/Plan Review Required;
- Drainage Review;
- Critical Areas Review;
- Shoreline Review; and
- Fire Code Review.

### **What Resource Information Is Available?**

Forms are available via the Permitting Web site at [www.kingcounty.gov/permits](http://www.kingcounty.gov/permits), the Permitting Customer Information Line at 206-296-6600 and in the Permitting Services Center in Snoqualmie, WA. Please call 206-296-6600 for general information about Damage Repair Permits, or call 206-296-6630 for information about Damage Repair Inspections.

### **Other Bulletins and Telephone Numbers That May Be Helpful**

Bulletin 1	Building and Development Permit Telephone Numbers
Bulletin 8	Commercial and Multi-Family Building Permits
Bulletin 9	Obtaining a Residential Building Permit
Bulletin 10	Residential Building On or Near Waterfront
Bulletin 12	The Residential Building Permit Process
Bulletin 21	Critical Areas Review
Bulletin 29	Drainage Review
Bulletin 38	Flood Insurance and FEMA

These and other Permitting bulletins are available via the Permitting Web site at [www.kingcounty.gov/permits](http://www.kingcounty.gov/permits).

206-296-6600	Permitting Information
206-296-6630	Damage Repair Inspections Information
206-296-6797	Damage Repair Application Scheduling

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